

Sea Ridge Condominium Association
Monday, February 28th, 2022 | 6:00 p.m.
General Session Minutes

Directors Present Steven Sandborg, President
Scott Minton, Vice President
Roger Ostergaard, Treasurer
Frank Cesare, Director at Large

Directors Absent Rick Collins, Secretary

Seabreeze Management Company, Inc. Bradley Collins, Community Manager

1. Call to Order The Board of Directors General Session Meeting was called to order at 6:01 p.m. by Board President Steven Sandborg. Notice of the meeting was posted at the bulletin board at least four (4) days prior to the meeting in accordance with California Civil Code.

2. Management Reports The following items produced by management were presented to the Board of Directors:

1. Action List
2. Annual Calendar
3. Work Order Report

3. Consent Calendar **Resolution:** A motion was made (Sandborg), seconded (Cesare), and unanimously carried to approve items 3A, 3B, and 3C as presented.

A. Financial Statements **Resolution:** A motion was made (Sandborg), seconded (Cesare), and unanimously carried that the financial statements and reconciled bank statements dated **January 31st, 2022** be ratified as presented, subject to audit/review by a CPA at fiscal year-end.

Total Operating Accounts	\$99,926.48
Total Reserve Accounts	\$1,925,306.63
Total Assets	\$2,025,828.20

B. General Session Minutes **Resolution:** A motion was made (Sandborg), seconded (Cesare), and unanimously carried that the General Session minutes dated **January 24th, 2022** be approved as presented.

C. Expense Items for Ratification **Resolution:** A motion was made (Sandborg), seconded (Cesare), and unanimously carried to approve ratification items totaling \$9,391.32.

4. Committee Reports

A. Landscape Committee Report The Landscape Committee provided an update at the meeting.

B. Architectural Committee Report **Resolution:** A motion was made (Sandborg), seconded (Minton), and unanimously carried to approve the Architectural Committee minutes dated February 5th, 2022 as presented with the following stipulations:

- In future minutes, the designation of why vinyl or retrofit windows must be chosen.

C. Construction/Maintenance Committee The Construction/Maintenance Committee provided an update at the meeting.

D. Parking Committee Dave Kurian of the Parking Committee provided an update regarding the current parking program.

5. Unfinished Business

A. Shields – Crawlspace Inspections **Resolution:** No action was taken.

B. 24746 Meridian Drive – Drainage **Resolution:** No action was taken.

C. Handrails Audit **Resolution:** A motion was made (Sandborg), seconded (Cesare), and unanimously carried to allow Shields to perform handrail repairs for **\$2,490** throughout the community, five handrail locations.

D. Concrete Hazard Solutions – Greenbelts Sidewalk **Resolution:** A motion was made (Sandborg), seconded (Cesare), and unanimously carried to have the path ground down for \$450.

E. 2021 Audit and 2022 Proposal **Resolution:** A motion was made (Ostergaard), seconded (Minton), and unanimously carried to approve the Final audit for the 2020-2021 Fiscal Year, as well as the proposal to perform 2022 Audit at a cost of **\$1,325**.

6. New Business

A. Scott English Plumbing – Recommended Repairs **Resolution:** A motion was made (Sandborg), seconded (Minton), and carried with majority (Ostergaard abstained) to approve Scott English Plumbing to perform repairs at 24682 Evening Star Drive at a cost of **\$7,992.15**.

B. Fontaine Roofing Repairs – 33565 Sea Gull Court and 24532 Polaris **Resolution:** A motion was made (Sandborg), seconded (Minton), and unanimously carried to allow Fontaine Roofing to repair the roof at a cost of **\$1,990** for 33565 Sea Gull Court.

Resolution: A motion was made (Sandborg), seconded (Minton), and unanimously carried to deny the repair of **\$995** for 24532 Polaris.

C. Clubhouse Reservation – April 3rd, 2022 **Resolution:** A motion was made (Sandborg), seconded (Ostergaard), and unanimously carried to approve this application.

D. Exterior Fence Repairs – Walkabout Lane and Dana Point Dr. **Resolution:** This item has been tabled to allow more bids to be considered.

E. Morning Star Residences – Structural Inspection Proposals

Resolution: A motion was made (Ostergaard), seconded (Cesare), and unanimously carried to approve Shields to perform repairs to 24672 Morning Star at a cost of \$1,472 and to table the repairs to 24676 Morning Star.

F. Request for Pine Tree Removal

Resolution: Management was instructed to have Brightview evaluate these trees and make a recommendation to the Board of Directors.

7. Next Meeting

The next Board of Directors meeting are scheduled for **Monday, March 21st, 2022**, at the community clubhouse. Executive Session starts at 5:00 p.m., General Session starts at 6:00 p.m.

8. Adjournment

There being no further business to come before the Board in General Session, the meeting was adjourned at 8:28 p.m. by Board President Steven Sandborg.

Certificate of Authenticity

I, _____, hereby certify that the foregoing is a true and correct copy of the General Session minutes of the Board of Directors held on the above date.

Printed Name	Title	Signature	Date
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